

**STATEWIDE
NATIONAL GUARD OF ARIZONA
HUMAN RESOURCE OFFICE
5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495
PHONE (602) 629-4800; DSN 853-4800
WEBSITE: <http://dema.az.gov/>**

**TITLE 5 EXCEPTED
VACANCY ANNOUNCEMENT**

ANNOUNCEMENT NUMBER: 18-273T OPENING DATE: 28 Jun 2018 CLOSING DATE: 13 Jul 2018

POSITION TITLE, SERIES, GRADE, AND POSITION NUMBER:
Resilience and Risk Reduction Program Coordinator, GS-0101-11, T501000

KNOWN PROMOTION POTENTIAL: NONE

SALARY RANGE: \$63,192.00-\$82,152.00 PA	SUPERVISORY <input checked="" type="checkbox"/> MANAGERIAL <input type="checkbox"/> NON-SUPERVISORY/NON-MANAGERIAL <input type="checkbox"/>
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LOCATION OF POSITION:

Joint Force Headquarter (G1) , PHOENIX, AZ

APPLICATIONS MUST BE MAILED OR HAND CARRIED TO: Human Resources Office, 5636 E. McDowell Road, Bldg M5710, Phoenix, AZ 85008-3495. Applications must be received by close of business (1530 MST) on the closing date shown above or if mailed, postmarked no later than the closing date. The Human Resources Office will not accept applications that are mailed at government expense, exceptions to hard-copy delivery may be considered on case-by-case basis. Please contact 602-629-4826/4834 for consideration. Faxed applications will not be accepted.

AREA OF CONSIDERATION: This is a National Guard Title 5 Excepted Service position and is open all US Citizens. Individual selected will receive a Permanent Appointment subject to the completion of a one year trial period.

INSTRUCTIONS FOR APPLYING: Individuals applying for vacancies with the Arizona National Guard may submit Optional Form 612 (Optional Application for Federal Employment), or a Resume. Application must contain the Announcement Number, Title and Grade(s) of the job being applied for. Personal information must include full name and address (including ZIP Code), Day and evening phone numbers (with area code). Work experience information should be limited to either paid or nonpaid experience directly related to the position that the individual is applying for and must include: Job Title, Duties and accomplishments, Employers name and address, Supervisors name and phone number, starting and ending dates, hours per week and salary.

Applicants MUST submit a completed AZNG Form 335-2-R (Knowledge, Skill and Ability Supplement) or a separate document explaining how they meet each Knowledge, Skill and Ability listed below and a Resume or the Optional Form 612.

VETERAN'S PREFERENCE:

In accordance with 5 CFR §335.106, Veteran's Preference will be considered for vacancies under merit promotion when an agency accepts applications from individuals outside its own workforce.

REQUIRED DOCUMENTATION:

Eligible veterans must claim their veterans' preference on their resume and during the application process for federal positions using the proper documentation. To receive the 5 point preference (TP) rating the individual must provide member copy 4 of their Certificate of Release or Discharge from Active Duty (DD 214) for verification. To receive the 10 point preference the Application for 10-Point Veterans Preference form (SF-15) must accompany application and additional documentation detailing characterization of service.

EVALUATION PROCESS: Each applicant must **FULLY SUBSTANTIATE** on their application how they meet the requirements listed in the specialized experience area; otherwise applicant will be considered unqualified for this position. Applications will be evaluated solely on information supplied in the application (OF 612) or resume.

Experience will be evaluated based on relevance to the position for which application is being made. Include job titles, starting and ending dates (month and year), hours per week, salary, duties/accomplishments, employer(s) name and address, and supervisor(s) name/phone number and permission to contact.

EDUCATION: Degree: behavioral or social science; or related disciplines appropriate to the position that included at least 24 semester hours of course work in the behavioral or social sciences.

OR

Combination of education and experience that provided the applicant with knowledge of one or more of the behavioral or social sciences equivalent to a major in the field that included at least 24 semester hours of course work in the behavioral or social sciences.

OR

Four years of appropriate experience that demonstrated that the applicant has acquired knowledge of one or more of the behavioral or social sciences equivalent to a major in the field.

If you are relying on your education to meet qualification requirements:

Education must be accredited by an accrediting institution recognized by the U.S. Department of Education in order for it to be credited towards qualifications. Therefore, provide only the attendance and/or degrees from schools accredited by accrediting institutions recognized by the U.S. Department of Education.

Failure to provide all of the required information as stated in this vacancy announcement may result in an ineligible rating or may affect the overall rating.

CONDITIONS OF EMPLOYMENT:

- Participation in the Direct Deposit/Electronic Funds Transfer Program.
- Federal employment suitability as determined by a background investigator.
- May be required to successfully complete a probationary period.

EQUAL OPPORTUNITY: The Arizona National Guard is an Equal Opportunity Employer. Selection for this position will be made without regard to race, religion, age, national origin, sex, political affiliation, marital status, membership or nonmembership in an employee organization or any other non-merit factor.

REASONABLE ACCOMMODATION POLICY:

Federal agencies must provide reasonable accommodation to applicants with disabilities where appropriate. Applicants requiring reasonable accommodation for any part of the application process should follow the instructions in the job opportunity announcement. For any part of the remaining hiring process, applicants should contact the hiring agency directly. Determinations on requests for reasonable accommodation will be made on a case-by-case basis.

A reasonable accommodation is any change to a job, the work environment, or the way things are usually done that enables an individual with a disability to apply for a job, perform job duties or receive equal access to job benefits.

Under the Rehabilitation Act of 1973, federal agencies must provide reasonable accommodations when:

An applicant with a disability needs an accommodation to have an equal opportunity to apply for a job.

An employee with a disability needs an accommodation to perform the essential job duties or to gain access to the workplace.

An employee with a disability needs an accommodation to receive equal access to benefits, such as details, training, and office-sponsored events.

You can request a reasonable accommodation at any time during the application or hiring process or while on the job. Requests are considered on a case-by-case basis.

Learn more about disability employment and reasonable accommodations or how to contact an agency.

Relocation Incentive may be offered:

YES ☐

NO ☒

PCS may be offered:

YES ☐

NO ☒

KNOWLEDGE, SKILLS AND ABILITIES REQUIRED FOR SUCCESSFUL PERFORMANCE IN THIS POSITION:

1. Ability to develop, monitor, revise, coordinate, and implement programs and training.
2. Skills to analyze trends by utilizing qualitative and quantitative measures to ensure the effective implementation of an organizational risk reduction program.
3. Ability to develop approaches, methodologies, policies, and procedures for attacking major problems frequently characterized by a lack of precedent and/or studies with specific application to the program area.
4. Ability to deliver oral presentations to include briefings, speeches, and training sessions, in areas of technical expertise.

Each applicant should fully justify on their application how they meet each KSA listed below using AZNG Form 335-2-R to reference the justification.

SPECIALIZED EXPERIENCE: Must have at least 36 months experience, education, or training analyzing problems, identifying significant factors, gathering pertinent data and recognizing solutions; preparing reports, plans, policies and various correspondence; and evaluating objectives and developing plans to facilitate the availability and effective utilization of community and organizational programs designed to reduce risk of substance abuse and suicide. Must have knowledge of the organization and its mission and have utilized organizational staff procedures in order to achieve objectives and build engagement with programs that provide interdisciplinary staffing for complex behavioral health cases. Must have experience applying analytical and evaluative techniques to issues or studies concerning the efficiency and effectiveness of interdisciplinary behavioral health operations carried out by administrative or professional personnel, or evidence of work performed providing substantive administrative support functions to risk reduction programs.

BRIEF JOB DESCRIPTION: The purpose of this position is to serve as the Program Manager for the JFHQ, G-1 Resilience, Risk Reduction and Suicide Prevention Programs (R3SP). This position enables commanders to accomplish the Army National Guard's goal to help Soldiers, families, and units develop the resiliency to overcome and respond positively to adversity. The incumbent will work to establish and maintain programs that minimize risky behaviors and suicides throughout the formation. These efforts will be implemented through guidance, advice, and decision support to the ARNG leadership. Position is responsible for providing leadership, direction, and guidance in the performance of such functions as: (a) developing, monitoring, revising, coordinating, and implementing a resilience/risk reduction/suicide prevention program that reduces incidents of high risk behaviors; (b) developing, monitoring, revising, coordinating, and implementing resilience training, risk reduction and suicide prevention policies and programs; (c) providing in-depth research resulting in new doctrine, training, and mitigation of risks; (d) providing continuity and coordination expertise for issues affecting soldiers and civilians; (e) serving as a quick reaction capability to gather relevant data and information for the Army National Guard (ARNG), and then advise on courses of action; (f) coordinating and implementing components of resilience training to help shape positive behaviors and successful reactions to traumatic experiences; and (e) providing support to the coordination of the Commanders Ready and Resilient Council (CRRC). The incumbent analyzes trends by utilizing qualitative and quantitative measures. The incumbent utilizes scholastic research encompassing principles, theories, and findings in industrial/organizational psychology, psychometrics, experimental design/evaluation methodology, education and training technology, and cognitive psychology in order to modify, revise, improve or create ARNG programs. The incumbent monitors strategies and objectives to ensure they are effective and tied to organizational readiness goals. The incumbent recommends, develops, coordinates, and disseminates policies and ARNG guidelines in order to streamline program implementation. The incumbent provides senior leadership with statistical reports. Reviews national and international resilience, risk reduction and suicide prevention initiatives, and considers applicability for ARNG. Maintains statewide suicide surveillance to establish any emergent high-risk trends and/or provide early warning when possible factors might lead to increased suicides. The incumbent prepares and delivers oral presentations to include briefings, speeches, and training sessions to civilian, and military audiences in areas of technical expertise. Conducts and/or participates in inspections, staff assistance visits, special advisory teams; provides papers and presents briefings. Serves as the staff consultant on all aspects of the Resilience, Risk Reduction and Suicide Prevention Program and training and is the focal point for analysis on a full spectrum of issues affecting Soldier accession and recruitment. Plans and develops approaches, methodologies, policies, and procedures for attacking major problems frequently characterized by a lack of precedent studies to expand knowledge in the area. Develops partnerships with state, local and community agencies to support the R3SP program. Performs other duties as assigned.

SELECTING OFFICIAL: COL Brian McNeil
